

Village of Princeton Homeowners Association
Council Meeting
October 22, 2020

I. The meeting was called to order at 9:00 am by Doug Sizelove, President. Attending were Council members Norm Ricker, Dick Linden and Jeff Smith. Also attending were Sandy LeDuc Landscape Chair and Janet Burgess and Caroline DeCray, CSK Management. The meeting was held in the Ardmore Room of the HM Community Center.

II. The first order of business was to fill the vacancy created by the resignation of Tom McGinn. The Council unanimously voted to appoint Sandy LeDuc to fill the remainder of Tom's term (expiration May 2021). The Council then voted unanimously to elect Jeff Smith to serve as Treasurer until the next election of members in 2021.

III. Norm Ricker moved that the minutes of the September 9, 2020 Council Meeting be approved. Dick Linden seconded the motion. It passed unanimously.

IV. President's Report

The Board of Directors reported at the last Master Association Meeting that there have been no COVID-19 deaths reported in Hershey's Mill. The Board also acknowledged that they are not seeking reports or keeping data regarding confirmed cases.

Fall Budget meetings are being held by both Zoom and correspondence. Smaller villages are planning to use Zoom, and larger villages are mailing information to residents.

The Technology Committee plans to survey all residents regarding improvements they would like the committee to focus on.

V. Committee Reports

A. Financial

Caroline DeCray provided an assessment of our finances based on the most recent report. She reported most line items being under budget with no expectation of problems through the remainder of the year.

It was reported that pest control services provided by Moyer have been satisfactory, but there have been problems with the billing process. CSK will change the manner in which payments are made to solve the problem.

The Council decided to eliminate our petty cash bank account. Future reimbursements will be processed through CSK.

B. Landscape

Sandy LeDuc reported that all landscape projects scheduled for this year have been completed. Mowings and leaf clean ups remain to be done under our contract. Sandy will coordinate leaf clean ups with Norm so that gutter cleanings will be done first.

Sandy is finalizing details of our contract with HM Landscape Division. The retirement of Mike Neale has complicated that process.

C. Maintenance

Norm Ricker reported that alarm panel upgrades and battery replacements began earlier this week. So far work has gone according to schedule without any reported problems. Completion is expected by October 29.

Our paving project, creation of a speed hump between 1239 and 1243 and line repainting, will be accomplished on October 30, weather permitting.

Replacement of remaining original chimney caps will be completed this year, as the contractor's schedule allows.

A contract has been awarded for the replacement of trash and recycle compartment doors. However, the work will not be performed until after the first of the new year.

One of the recently installed concrete steps at 1208 is not pitched properly and allows water to pool. Norm has discussed this with the contractor who will make a fix.

D. Architectural Compliance

The following ARFs were approved since the September Council Meeting:

1224 Replacement of existing privacy fence (same design)

1231 Replacement of 14 windows on rear of home

VI. Resident Business

There was no resident business to discuss.

VII. Old Business

There was no old business.

VIII. New Business

The Council voted unanimously to renew the agreement with CSK Management, Inc. The Council voted to sign a three-year agreement to avoid cost increases within the term.

The Council voted unanimously to approve a 2021 budget that is based on increasing the quarterly HOA fee by a total of \$45.00. \$15 of this increase is attributable to the assessment from the Master Association. The \$30 portion of the increase is a result of the Council's desire to resolve known drainage problems. To keep the increase as low as possible, the Council decided to temporarily reduce the contribution to the Reserve Account. The Council anticipates that excess 2020 O&M funds can be added to Reserves if necessary.

IX. Discussion Items

There were no additional discussion items.

X. Information Items

A. Owner Balances

An unusually high number of units were reported as being late with payments. This was due to a Federal holiday on October 12 and no mail delivery. CSK offered to run an updated report which was expected to show a much lower number of delinquencies.

B. Miscellaneous Correspondence

C. Work Order Log

D. Security Log

XI. The meeting was adjourned at 10:25 am. The next Council meeting will be held on December 3, 2020 at 9:00 am.